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REGISTER OF WAGE DETERMINATIONS UNDER  
THE SERVICE CONTRACT ACT  
By direction of the Secretary of Labor

U.S. DEPARTMENT OF LABOR  
EMPLOYMENT STANDARDS ADMINISTRATION  
WAGE AND HOUR DIVISION  
WASHINGTON D.C. 20210

Shirley F. Ebbesen                      Division of  
Director                      Wage Determinations

Wage Determination No.: 2005-2373  
Revision No.: 8  
Date Of Revision: 07/29/2009

State: New York

Area: New York Counties of Nassau, Suffolk

**\*\*Fringe Benefits Required Follow the Occupational Listing\*\***

OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		15.11
01012 - Accounting Clerk II		18.82
01013 - Accounting Clerk III		21.41
01020 - Administrative Assistant		30.93
01040 - Court Reporter		21.19
01051 - Data Entry Operator I		14.10
01052 - Data Entry Operator II		15.37
01060 - Dispatcher, Motor Vehicle		25.16
01070 - Document Preparation Clerk		15.56
01090 - Duplicating Machine Operator		15.56
01111 - General Clerk I		14.82
01112 - General Clerk II		16.94
01113 - General Clerk III		18.82
01120 - Housing Referral Assistant		25.69
01141 - Messenger Courier		11.89
01191 - Order Clerk I		19.59
01192 - Order Clerk II		20.45
01261 - Personnel Assistant (Employment) I		18.21
01262 - Personnel Assistant (Employment) II		20.36
01263 - Personnel Assistant (Employment) III		23.27
01270 - Production Control Clerk		23.27
01280 - Receptionist		15.67
01290 - Rental Clerk		17.89
01300 - Scheduler, Maintenance		21.18
01311 - Secretary I		21.18
01312 - Secretary II		24.82
01313 - Secretary III		25.69
01320 - Service Order Dispatcher		20.00
01410 - Supply Technician		30.93
01420 - Survey Worker		20.79
01531 - Travel Clerk I		15.33
01532 - Travel Clerk II		16.61
01533 - Travel Clerk III		18.03
01611 - Word Processor I		17.46
01612 - Word Processor II		20.16
01613 - Word Processor III		21.93
05000 - Automotive Service Occupations		
05005 - Automobile Body Repairer, Fiberglass		27.14
05010 - Automotive Electrician		27.14
05040 - Automotive Glass Installer		26.01

05070 - Automotive Worker	26.01
05110 - Mobile Equipment Servicer	19.81
05130 - Motor Equipment Metal Mechanic	28.38
05160 - Motor Equipment Metal Worker	26.01
05190 - Motor Vehicle Mechanic	28.27
05220 - Motor Vehicle Mechanic Helper	22.05
05250 - Motor Vehicle Upholstery Worker	24.88
05280 - Motor Vehicle Wrecker	26.01
05310 - Painter, Automotive	27.14
05340 - Radiator Repair Specialist	26.01
05370 - Tire Repairer	16.69
05400 - Transmission Repair Specialist	28.27
07000 - Food Preparation And Service Occupations	
07010 - Baker	18.55
07041 - Cook I	16.75
07042 - Cook II	18.23
07070 - Dishwasher	13.67
07130 - Food Service Worker	13.67
07210 - Meat Cutter	22.64
07260 - Waiter/Waitress	14.45
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	21.10
09040 - Furniture Handler	16.03
09080 - Furniture Refinisher	21.10
09090 - Furniture Refinisher Helper	17.91
09110 - Furniture Repairer, Minor	19.40
09130 - Upholsterer	21.10
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	13.67
11060 - Elevator Operator	13.67
11090 - Gardener	18.74
11122 - Housekeeping Aide	15.05
11150 - Janitor	15.70
11210 - Laborer, Grounds Maintenance	15.89
11240 - Maid or Houseman	13.68
11260 - Pruner	14.75
11270 - Tractor Operator	17.86
11330 - Trail Maintenance Worker	15.89
11360 - Window Cleaner	18.07
12000 - Health Occupations	
12010 - Ambulance Driver	24.73
12011 - Breath Alcohol Technician	22.61
12012 - Certified Occupational Therapist Assistant	23.30
12015 - Certified Physical Therapist Assistant	21.63
12020 - Dental Assistant	16.58
12025 - Dental Hygienist	32.86
12030 - EKG Technician	28.08
12035 - Electroneurodiagnostic Technologist	28.08
12040 - Emergency Medical Technician	25.29
12071 - Licensed Practical Nurse I	23.69
12072 - Licensed Practical Nurse II	23.81
12073 - Licensed Practical Nurse III	23.58
12100 - Medical Assistant	16.66
12130 - Medical Laboratory Technician	23.34
12160 - Medical Record Clerk	18.71
12190 - Medical Record Technician	20.55
12195 - Medical Transcriptionist	17.99
12210 - Nuclear Medicine Technologist	35.64
12221 - Nursing Assistant I	13.17
12222 - Nursing Assistant II	14.72

12223 - Nursing Assistant III	15.82
12224 - Nursing Assistant IV	16.08
12235 - Optical Dispenser	23.60
12236 - Optical Technician	15.46
12250 - Pharmacy Technician	15.87
12280 - Phlebotomist	23.02
12305 - Radiologic Technologist	28.08
12311 - Registered Nurse I	32.07
12312 - Registered Nurse II	37.21
12313 - Registered Nurse II, Specialist	37.21
12314 - Registered Nurse III	46.90
12315 - Registered Nurse III, Anesthetist	46.90
12316 - Registered Nurse IV	56.19
12317 - Scheduler (Drug and Alcohol Testing)	26.17
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	26.50
13012 - Exhibits Specialist II	31.89
13013 - Exhibits Specialist III	40.66
13041 - Illustrator I	28.35
13042 - Illustrator II	33.23
13043 - Illustrator III	40.66
13047 - Librarian	37.25
13050 - Library Aide/Clerk	15.79
13054 - Library Information Technology Systems Administrator	31.89
13058 - Library Technician	25.62
13061 - Media Specialist I	22.22
13062 - Media Specialist II	24.75
13063 - Media Specialist III	27.46
13071 - Photographer I	20.66
13072 - Photographer II	24.62
13073 - Photographer III	32.88
13074 - Photographer IV	44.26
13075 - Photographer V	50.85
13110 - Video Teleconference Technician	22.73
14000 - Information Technology Occupations	
14041 - Computer Operator I	18.85
14042 - Computer Operator II	21.07
14043 - Computer Operator III	23.58
14044 - Computer Operator IV	26.13
14045 - Computer Operator V	28.92
14071 - Computer Programmer I	(see 1) 26.22
14072 - Computer Programmer II	(see 1)
14073 - Computer Programmer III	(see 1)
14074 - Computer Programmer IV	(see 1)
14101 - Computer Systems Analyst I	(see 1)
14102 - Computer Systems Analyst II	(see 1)
14103 - Computer Systems Analyst III	(see 1)
14150 - Peripheral Equipment Operator	18.85
14160 - Personal Computer Support Technician	26.13
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	37.07
15020 - Aircrew Training Devices Instructor (Rated)	43.48
15030 - Air Crew Training Devices Instructor (Pilot)	51.11
15050 - Computer Based Training Specialist / Instructor	37.07
15060 - Educational Technologist	35.73
15070 - Flight Instructor (Pilot)	51.11
15080 - Graphic Artist	30.28
15090 - Technical Instructor	32.16
15095 - Technical Instructor/Course Developer	39.22

15110 - Test Proctor	25.56
15120 - Tutor	25.56
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010 - Assembler	11.15
16030 - Counter Attendant	11.15
16040 - Dry Cleaner	13.72
16070 - Finisher, Flatwork, Machine	11.15
16090 - Presser, Hand	11.15
16110 - Presser, Machine, Drycleaning	11.15
16130 - Presser, Machine, Shirts	11.15
16160 - Presser, Machine, Wearing Apparel, Laundry	11.15
16190 - Sewing Machine Operator	14.57
16220 - Tailor	15.39
16250 - Washer, Machine	12.09
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	20.87
19040 - Tool And Die Maker	24.46
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	16.96
21030 - Material Coordinator	22.40
21040 - Material Expediter	22.40
21050 - Material Handling Laborer	14.62
21071 - Order Filler	16.34
21080 - Production Line Worker (Food Processing)	16.96
21110 - Shipping Packer	15.28
21130 - Shipping/Receiving Clerk	15.28
21140 - Store Worker I	14.45
21150 - Stock Clerk	18.11
21210 - Tools And Parts Attendant	16.96
21410 - Warehouse Specialist	16.96
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	26.94
23021 - Aircraft Mechanic I	25.93
23022 - Aircraft Mechanic II	26.94
23023 - Aircraft Mechanic III	27.93
23040 - Aircraft Mechanic Helper	20.95
23050 - Aircraft, Painter	24.75
23060 - Aircraft Servicer	23.17
23080 - Aircraft Worker	23.91
23110 - Appliance Mechanic	21.10
23120 - Bicycle Repairer	17.94
23125 - Cable Splicer	35.97
23130 - Carpenter, Maintenance	30.97
23140 - Carpet Layer	24.76
23160 - Electrician, Maintenance	37.18
23181 - Electronics Technician Maintenance I	23.44
23182 - Electronics Technician Maintenance II	27.39
23183 - Electronics Technician Maintenance III	28.51
23260 - Fabric Worker	23.47
23290 - Fire Alarm System Mechanic	21.92
23310 - Fire Extinguisher Repairer	22.51
23311 - Fuel Distribution System Mechanic	29.94
23312 - Fuel Distribution System Operator	24.73
23370 - General Maintenance Worker	24.67
23380 - Ground Support Equipment Mechanic	25.93
23381 - Ground Support Equipment Servicer	23.17
23382 - Ground Support Equipment Worker	23.91
23391 - Gunsmith I	22.51
23392 - Gunsmith II	25.12
23393 - Gunsmith III	27.25

23410 - Heating, Ventilation And Air-Conditioning Mechanic	25.29
23411 - Heating, Ventilation And Air Contditioning Mechanic (Research Facility)	26.30
23430 - Heavy Equipment Mechanic	24.95
23440 - Heavy Equipment Operator	32.56
23460 - Instrument Mechanic	29.17
23465 - Laboratory/Shelter Mechanic	26.21
23470 - Laborer	15.95
23510 - Locksmith	21.10
23530 - Machinery Maintenance Mechanic	23.95
23550 - Machinist, Maintenance	21.92
23580 - Maintenance Trades Helper	17.71
23591 - Metrology Technician I	29.17
23592 - Metrology Technician II	30.31
23593 - Metrology Technician III	29.77
23640 - Millwright	26.52
23710 - Office Appliance Repairer	21.80
23760 - Painter, Maintenance	26.70
23790 - Pipefitter, Maintenance	32.44
23810 - Plumber, Maintenance	31.23
23820 - Pneudraulic Systems Mechanic	27.25
23850 - Rigger	23.53
23870 - Scale Mechanic	25.12
23890 - Sheet-Metal Worker, Maintenance	29.81
23910 - Small Engine Mechanic	20.92
23931 - Telecommunications Mechanic I	30.91
23932 - Telecommunications Mechanic II	32.20
23950 - Telephone Lineman	33.44
23960 - Welder, Combination, Maintenance	21.92
23965 - Well Driller	22.73
23970 - Woodcraft Worker	27.25
23980 - Woodworker	18.57
24000 - Personal Needs Occupations	
24570 - Child Care Attendant	13.05
24580 - Child Care Center Clerk	16.30
24610 - Chore Aide	12.79
24620 - Family Readiness And Support Services Coordinator	14.89
24630 - Homemaker	16.85
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	28.06
25040 - Sewage Plant Operator	24.09
25070 - Stationary Engineer	28.06
25190 - Ventilation Equipment Tender	21.56
25210 - Water Treatment Plant Operator	25.53
27000 - Protective Service Occupations	
27004 - Alarm Monitor	18.81
27007 - Baggage Inspector	17.35
27008 - Corrections Officer	30.97
27010 - Court Security Officer	30.31
27030 - Detection Dog Handler	20.36
27040 - Detention Officer	30.97
27070 - Firefighter	28.96
27101 - Guard I	17.35
27102 - Guard II	20.36
27131 - Police Officer I	32.37
27132 - Police Officer II	35.94
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	15.96

28042 - Carnival Equipment Repairer	16.75
28043 - Carnival Equipment Worker	13.67
28210 - Gate Attendant/Gate Tender	14.99
28310 - Lifeguard	13.30
28350 - Park Attendant (Aide)	16.78
28510 - Recreation Aide/Health Facility Attendant	18.95
28515 - Recreation Specialist	20.80
28630 - Sports Official	13.35
28690 - Swimming Pool Operator	20.98
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	25.12
29020 - Hatch Tender	25.12
29030 - Line Handler	25.12
29041 - Stevedore I	23.84
29042 - Stevedore II	29.86
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO) (see 2)	39.50
30011 - Air Traffic Control Specialist, Station (HFO) (see 2)	27.24
30012 - Air Traffic Control Specialist, Terminal (HFO) (see 2)	30.00
30021 - Archeological Technician I	22.43
30022 - Archeological Technician II	26.50
30023 - Archeological Technician III	31.09
30030 - Cartographic Technician	29.15
30040 - Civil Engineering Technician	25.14
30061 - Drafter/CAD Operator I	19.31
30062 - Drafter/CAD Operator II	26.50
30063 - Drafter/CAD Operator III	29.42
30064 - Drafter/CAD Operator IV	31.09
30081 - Engineering Technician I	19.98
30082 - Engineering Technician II	22.47
30083 - Engineering Technician III	25.28
30084 - Engineering Technician IV	31.22
30085 - Engineering Technician V	38.08
30086 - Engineering Technician VI	46.20
30090 - Environmental Technician	21.10
30210 - Laboratory Technician	21.10
30240 - Mathematical Technician	31.09
30361 - Paralegal/Legal Assistant I	22.19
30362 - Paralegal/Legal Assistant II	27.47
30363 - Paralegal/Legal Assistant III	33.62
30364 - Paralegal/Legal Assistant IV	40.67
30390 - Photo-Optics Technician	28.11
30461 - Technical Writer I	25.56
30462 - Technical Writer II	31.28
30463 - Technical Writer III	39.84
30491 - Unexploded Ordnance (UXO) Technician I	25.11
30492 - Unexploded Ordnance (UXO) Technician II	30.38
30493 - Unexploded Ordnance (UXO) Technician III	36.41
30494 - Unexploded (UXO) Safety Escort	25.11
30495 - Unexploded (UXO) Sweep Personnel	25.11
30620 - Weather Observer, Combined Upper Air Or Surface Programs (see 2)	26.78
30621 - Weather Observer, Senior (see 2)	27.05
31000 - Transportation/Mobile Equipment Operation Occupations	
31020 - Bus Aide	16.40
31030 - Bus Driver	19.89
31043 - Driver Courier	16.72
31260 - Parking and Lot Attendant	9.96
31290 - Shuttle Bus Driver	17.70
31310 - Taxi Driver	13.37

31361 - Truckdriver, Light	17.75
31362 - Truckdriver, Medium	18.76
31363 - Truckdriver, Heavy	23.80
31364 - Truckdriver, Tractor-Trailer	23.80
99000 - Miscellaneous Occupations	
99030 - Cashier	18.74
99050 - Desk Clerk	12.98
99095 - Embalmer	27.84
99251 - Laboratory Animal Caretaker I	15.21
99252 - Laboratory Animal Caretaker II	15.97
99310 - Mortician	34.64
99410 - Pest Controller	18.15
99510 - Photofinishing Worker	14.75
99710 - Recycling Laborer	17.98
99711 - Recycling Specialist	20.33
99730 - Refuse Collector	21.17
99810 - Sales Clerk	14.70
99820 - School Crossing Guard	15.04
99830 - Survey Party Chief	26.11
99831 - Surveying Aide	15.32
99832 - Surveying Technician	20.21
99840 - Vending Machine Attendant	23.41
99841 - Vending Machine Repairer	25.44
99842 - Vending Machine Repairer Helper	21.46

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ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$3.35 per hour or \$134.00 per week or \$580.66 per month

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 5 years, 4 weeks after 15 years, and 5 weeks after 25 years

Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of eleven paid holidays per year: New Year's Day, Martin Luther King Jr's Birthday, Washington's Birthday, Good Friday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4.174)

THE OCCUPATIONS WHICH HAVE NUMBERED FOOTNOTES IN PARENTHESES RECEIVE THE FOLLOWING:

1) COMPUTER EMPLOYEES: Under the SCA at section 8(b), this wage determination does not apply to any employee who individually qualifies as a bona fide executive, administrative, or professional employee as defined in 29 C.F.R. Part 541. Because most Computer System Analysts and Computer Programmers who are compensated at a rate not less than \$27.63 (or on a salary or fee basis at a rate not less than \$455 per week) an hour would likely qualify as exempt computer professionals, (29 C.F.R. 541.400) wage rates may not be listed on this wage determination for all occupations within those job families. In addition, because this wage determination may not list a wage rate for some or all occupations within those job families if the survey

data indicates that the prevailing wage rate for the occupation equals or exceeds \$27.63 per hour conformances may be necessary for certain nonexempt employees. For example, if an individual employee is nonexempt but nevertheless performs duties within the scope of one of the Computer Systems Analyst or Computer Programmer occupations for which this wage determination does not specify an SCA wage rate, then the wage rate for that employee must be conformed in accordance with the conformance procedures described in the conformance note included on this wage determination.

Additionally, because job titles vary widely and change quickly in the computer industry, job titles are not determinative of the application of the computer professional exemption. Therefore, the exemption applies only to computer employees who satisfy the compensation requirements and whose primary duty consists of:

- (1) The application of systems analysis techniques and procedures, including consulting with users, to determine hardware, software or system functional specifications;
- (2) The design, development, documentation, analysis, creation, testing or modification of computer systems or programs, including prototypes, based on and related to user or system design specifications;
- (3) The design, documentation, testing, creation or modification of computer programs related to machine operating systems; or
- (4) A combination of the aforementioned duties, the performance of which requires the same level of skills. (29 C.F.R. 541.400).

2) AIR TRAFFIC CONTROLLERS AND WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

HAZARDOUS PAY DIFFERENTIAL: An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordnance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordnance, explosives, and pyrotechnic compositions such as lead azide, black powder and photoflash powder. All dry-house activities involving propellants or explosives Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive ordnance, explosives and incendiary materials. All operations involving regrading and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with, or in close proximity to ordnance, (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the employee engaged in the operation, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving, unloading, storage, and hauling of ordnance, explosive, and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordnance, explosives, and incendiary material differential pay.

#### \*\* UNIFORM ALLOWANCE \*\*

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by



laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations", Fifth Edition, April 2006, unless otherwise indicated. Copies of the Directory are available on the Internet. A links to the Directory may be found on the WHD home page at <http://www.dol.gov/esa/whd/> or through the Wage Determinations On-Line (WDOL) Web site at <http://wdol.gov/>.

REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE {Standard Form 1444 (SF 1444)}

#### Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. {See Section 4.6 (C) (vi)} When multiple wage determinations are included in a contract, a separate SF 1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

- 1) When preparing the bid, the contractor identifies the need for a conformed occupation(s) and computes a proposed rate(s).
- 2) After contract award, the contractor prepares a written report listing in order proposed classification title(s), a Federal grade equivalency (FGE) for each proposed classification(s), job description(s), and rationale for proposed wage rate(s), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.

3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for review. (See section 4.6(b)(2) of Regulations 29 CFR Part 4).

4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.

5) The contracting officer transmits the Wage and Hour decision to the contractor.

6) The contractor informs the affected employees.

Information required by the Regulations must be submitted on SF 1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" (the Directory) should be used to compare job definitions to insure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination.